



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Ray Tetreault • Vice-President – Mark Simon • Director – Kevin Graves • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday April 3, 2013
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Tetreault
Pledge of Allegiance – Led by President Tetreault
Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

There was one Public Comment Speaker

C. PRESENTATIONS

None

D. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Lieutenant Alan Johnson – Provided the law enforcement report for the month of March. There was discussion between the Board and the Sheriff's Office.

2. CHP Report

Officer Eric Brewer – Provided an update of the services to the Town of Discovery Bay. There was discussion between the Officer and the Board. There was one Public Comment Speaker

3. Fire District Report – No Report

4. East Contra Costa Fire Protection District Report – No Report

5. Supervisor Mary Piepho, District III Report – No Report

E. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – No Report

4. Special Districts Report – No Report**

** These meetings are held Quarterly

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT Minutes of previous regular meeting dated March 20, 2013

2. Approve Register of District Invoices

Motion by: Vice-President Simon to approve the Consent Calendar minus item F-2

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

There was discussion between The General Manager, Legal Counsel, and the Board regarding item F-2.

Motion by: Director Graves to approve item F-2 on the Consent Calendar

Second by: Vice-President Simon

Vote: Motion Carried – AYES: 5, NOES: 0

G. PUBLIC HEARING to Consider the Following

1. Adopt Ordinance No. 23 Establishing Compensation for the Board of Directors and Adopt Resolution No. 2013-07 Amending Bylaws for Board Compensation

General Manager Howard – Provided details of item G-1

Motion by: Director Pease to waive the second reading and adopt Ordinance No. 23

Second by: Director Graves

There was one Public Comment Speaker

Vote: Motion Carried – AYES: 3 – Director Graves, Director Pease, Director Steele, NOES: 2 – President Tetreault, Vice-President Simon

Vice-President Simon – Requested that item M-2 be moved before item H-3.

General Manager Howard – Provided details of item M-2. There was discussion between the General Manager and the Board. There were two Public Comment Speakers.

H. NEW BUSINESS AND ACTION ITEMS

1. Approve Purchase of 17 Solar Pathway Lights for the Cornell Park Solar Lighting Project

General Manager Howard – Provided details of item H-1.

Parks and Landscape Manager Perez – Provided additional details of item H-1. There was discussion between the General Manager, the Parks and Landscape Manager, and the Board.

Motion by: Director Graves to move forward with the purchase of 17 Solar Pathway Lights for the Cornell Park Solar Lighting Project

Second by: Vice-President Simon

The discussion continued between the General Manager and the Board.

Vote: Motion Carried – AYES: 5, NOES: 0

2. Award of Contract to Wingard Engineering for the Cornell Park Lighting Upgrade Project

General Manager Howard – Provided details of item H-2.

Parks and Landscape Manager Perez – Provided additional details of item H-2.

Motion by: Director Pease to award contract to Wingard Engineering in the amount of \$24,950.00 for the Cornell Park Lighting Upgrade Construction Project and to authorize the General Manager to execute all contract documents; also, in the event that Wingard Engineering fails to meet contractual obligations that the General Manager is authorized to execute contract documents with the second lowest responsible bidder

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

3. Discovery Bay Community Center Swimming Pool Repair

General Manager Howard – Provided details of item H-3. There was discussion between the General Manager and the Board. There was a five minute recess. There was one Public Comment Speaker.

Motion by: Director Graves approve contract for Community Center Swimming Pool repairs in the amount of \$49,000.00 and authorize the General Manager to execute all necessary contract documents

Second by: Vice-President Simon

Vote: Motion Carried – AYES: 5, NOES: 0

4. Agency Comment Request – Development Plan Application – County File No. DP13-3002

General Manager Howard – Provided details of item H-4

Motion by: Director Pease to send a letter with no negative comment

Second by: Vice-President Simon

Vote: Motion Carried – AYES: 5, NOES: 0

5. Discovery Bay Influent Pump Station, Pump Station W Modifications, and Emergency Storage Lagoon Capital Improvement Program Project

General Manager Howard – Provided details of item H-5.

Gregory Harris District Engineer – Provided additional details of item H-5. There was discussion between the General Manager, the Water and Wastewater Manager, the District Engineer, and the Board.

Motion by: Director Graves to reject all bids and direct staff to value-engineer the project and re-advertise for future bid

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

6. Community Center Advisory Committee Appointment of at-large Committee Member

General Manager Howard – Provided details of item H-6.

Community Center Chair Graves – Provided additional details of item H-6. There was discussion between the General Manager and the Board.

Motion by: Director Graves to accept the recommendation that the Community Center Committee appoint Marianne Wiesen to fill the vacant position

Second by: Director Steele

Vote: Motion Carried – AYES: 5, NOES: 0

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Graves and Director Steele – Recommended to the Vacaville Unified School District Ken Jacopetti as a candidate.

Director Graves – Provided the report and details of the East Contra Costa Fire Protection District meeting dated April 1, 2013.

J. MANAGER'S REPORT

K. GENERAL MANAGER'S REPORT

1. Municipal Service Review Draft Response

General Manager Howard – Provided details of item K-1. There was discussion between the General Manager and the Board.

2. Workshop Options

General Manager Howard – Provided details of item K-2. There was discussion between the General Manager and the Board.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. COMMITTEE UPDATE – Discussion and Possible Action

1. Approved minutes from the Community Center meeting dated March 12, 2013

2. Community Center Status Report (No written report)

Details for item M-2 are before item H-1

N. CORRESPONDENCE – Discussion and Possible Action

1. R – Department of Conservation and Development regarding Wireless Facility Ordinance County File #ZT13-0001

O. PUBLIC RECORD REQUESTS RECEIVED

P. FUTURE AGENDA ITEMS

None

Q. ADJOURNMENT

The meeting adjourned at 9:27 p.m. to the next regular meeting on April 17, 2013 starting at 7:00 p.m. at 1800 Willow Lake Road.

//cmc – 04.05.13

<http://www.todb.ca.gov/content/agenda-and-minutes/>